

PRINTING AND PHOTOGRAPHY GROUP
WEEKLY REPORT FOR PERIOD OF
30 August 1988 - 06 September 1988

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

25X1 A. The Office of Logistics, Printing and Photography Group (OL/P&PG) was informed by the Directorate of Intelligence, Office of Current Production and Analytical Support (DDI/CPAS) on 20 June that they would be submitting material for the printing of 47 large maps for the Office of Global Issues (OGI). This number was later revised to a total of 43. These maps were to be printed at the rate of four to five per week beginning mid July. The scheduled completion date for all maps is mid October. To date, P&PG has received only six of these maps for printing. CPAS informed us on 6 September that they have been experiencing many internal CPAS production problems. They expect to start releasing several of these maps during the upcoming week. In order to meet the mid October schedule, P&PG will have to produce an average of six to seven maps each week. This is an unusually heavy workload for the 50" press. [REDACTED]

25X1 B. On Thursday, 1 September, the Office of Logistics, Printing and Photography Group (OL/P&PG) received a request from the Office of Information Technology, Customer Services Group, Information Management Division, Agency Archives and Records Center (OIT/CSG/IMD/AARC) to respond to an immediate need for a copier to be delivered to the ARC [REDACTED]

25X1
25X1

REWRITTEN

JP

25X1

25X1

25X1

D. The Office of Logistics, Printing and Photography Group (OL/P&PG) produced more than 900 5 x 7-inch prints in one day for a job requested by the Office of the Director of Central Intelligence (O/DCI). P&PG received six rolls of film on 30 August to be processed with four prints each with a 1500-hours deadline that day. The subject was Judge Webster's visit to the Foreign Broadcast Information Service (FBIS) [redacted] on Monday afternoon, 29 August. The deadline was met with help from the high production Spirit Mini Lab processor. [redacted]

25X1

E. The Computer Output Microfilm (COM) recorder system conversion is continuing as planned in the Office of Logistics, Printing and Photography Group (OL/P&PG). Several major milestones have been accomplished successfully thanks to the cooperation of the Office of Information Technology, General Operations Group (OIT/GOG). A systems programmer from OIT/GOG has created a custom program that will allow COM operators to copy tapes from the old round format to the 3480 cartridge format used by our new Datagraphix COM recorders. This procedure will allow us to maintain service to those customers outside of the Headquarters area who cannot produce direct cartridge tape output. The on-line, user-based COM facility (AUTOFICHE) has been modified by the IBM systems programmer to allow COM operators to select 3480 cartridge tapes for batch processing. [redacted]

25X1

F. On Tuesday, 23 August, a representative of the Printing and Photography Group, Office of Logistics (OL/P&PG) attended a meeting of the Agency's Space Planning Task Force, chaired by William [redacted] of the Facilities Management Group, Office of Logistics (FMG/OL). The Task Force, with members from the four Directorates and major components of the Agency, is developing a plan for housing Agency personnel and activities in the Washington Metropolitan area through 1993. P&PG will be tasked with producing high quality visuals, with critical deadline requirements, for meetings scheduled with the Executive Director during the next three weeks. [redacted]

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25X1

NO; DDA
EXCOM — 4 Oct.
P&PG was told "ExDir" by customer —

25X1

III. Upcoming Events:

A. Beginning on 6 September, color graphics production capability in the Computer Output Microfilm (COM) Center in the Office of Logistics, Printing and Photography Group (OL/P&PG) will be curtailed somewhat due to software modifications needed for the GSX installation. Only one of our two Dicomed color graphic film recorders will be available on 6-7 September, and both systems will be down most of the day on 8 September. Priority requests will be processed on Thursday evening, 8 September, if necessary. [redacted]

This is the way it was explained to P&PG.

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25X1

B. During this month, three representatives of the Office of Logistics, Printing and Photography Group (OL/P&PG) will attend a three day training course in the operation of the Electronic Plate Scanning system and the 6/color press control console. The training is to take place in Chicago. This training was deemed necessary to further enhance employee knowledge of the 6/color and all paraphernalia. [redacted]

25X1

IV. Management Activities and Concerns:

The Printing and Photography Group, Office of Logistics (P&PG/OL) experienced another of its periodic floods due to the heavy rains on Monday, 29 August. As usual, the ground-level drains in the air handler "pit" in the front of the Printing and Photography Building were clogged by the mud and water flowing down from the New Headquarters Building grounds, and eventually began flooding into the Machine Room. Although P&PG personnel did their best to control the water flow, it nevertheless found its way into the elevator pit and the main hallway outside of the production areas. Most of the water was successfully diverted to the floor drains in the photo supply and chemical storage area. Allied Maintenance personnel assisted in the water control effort and then performed the subsequent necessary cleanup. [redacted]

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ED - when is this problem going to be fixed permanently?
All with the compliments SH & G!!
GSA fired the landscaper. New seeding and sewer cleaning has to be done. Jack S. in FMD will be

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S E C R E T

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